



# 12 Program Year CAPER

## GENERAL

**GRANTEE: City of Bloomington, Indiana**  
**CON PLAN PERIOD: 06/01/12 to 05/31/13**

### Executive Summary

The Executive Summary is not required. Provide a brief overview that includes major initiatives and highlights how activities undertaken during this program year addressed strategic plan objectives and areas of high priority identified in the consolidated plan.

PY 12 Action Plan Executive Summary:

### Summary of Resources and Distribution of Funds

#### 1) Summary of Resources and Distribution of Funds:

##### a. Provide a description of the resources made available

PY 12 CAPER #1a response:

Bloomington received \$774,753 in CDBG funding (CFDA#14.288) and \$52,314.17 in CDBG program income and \$411,975 in HOME funding (CFDA# 14.239) and \$41,790.86 in HOME program income. The City of Bloomington also made available in local funds: \$250,000 (2012) for the Jack Hopkins Funds to assist local not-for-profits; and \$36,250 for Neighborhood Grants (available to all neighborhoods).

##### b. Provide the investment of available resources

PY 12 CAPER #1b response:

Please see chart in 2(a) below.

##### c. Provide the geographic distribution and location of investments

PY 12 CAPER #1c response:

See attached map Exhibit J.

d. Provide the number of families and persons assisted (including the racial and ethnic status of persons assisted)

PY 12 CAPER #1d response:

Program	AMI	Household Size	Race	Hispanic Y/N
Emergency Home Repair	31-50%	1	White	N
	0-30%	1	White	N
	31-50%	1	White	N
	0-30%	1	White	N
Home Modifications for Accessible Living	0-30%	1	White	N
	0-30%	1	White	N
	0-30%	1	White	N
	61-80%	2	White	N
	61-80%	4	White	N
Owner Occupied Rehab	51-60%	2	White	N
Tenant Based Rental Assistance	0-30%	1	White	N
	0-30%	3	White	N
	0-30%	1	White	N
	0-30%	1	White	N
	0-30%	2	White	N
	0-30%	1	Asian	N
	0-30%	1	White	N
	0-30%	1	Black	N
	0-30%	1	White	N
	0-30%	3	White	N
	0-30%	2	White	N
	0-30%	1	Black	N
	0-30%	3	White	N
	0-30%	2	White	N
	0-30%	3	White	N
	0-30%	1	White	N
	0-30%	4	White	Y
	0-30%	1	White	N
	0-30%	3	White	N
	0-30%	2	White	N
	0-30%	1	White	N
	0-30%	1	White	N
	0-30%	1	Black	N
	0-30%	3	White	N
	0-30%	1	Black	N
	0-30%	1	White	N
	0-30%	1	Black	N
	0-30%	1	White	Y
	0-30%	1	White	N
	0-30%	2	White	N
	0-30%	1	White	N
	0-30%	3	White	N
	0-30%	1	White	N

	0-30%	1	White	N
Homebuyer Assistance	61-80%	3	White	N
	61-80%	1	White	N
	61-80%	1	White	N
	61-80%	6	White	N
	51-60%	2	White	N
	31-50%	2	White	N
	61-80%	2	White	Y
CDBG Public Service				
Boys & Girls Club	94 0-30% 11 31-50% 6 51-80% Over 80%	60-White 36-Black 15-Other	7-Hispanic	
Community Kitchen	1318 0-30% 84 31-50% 7 51-80% 11 Over 80%	1248-White 23-Black 5-AI/AN 3-Asian 8-AI/AN & White 3-Black/AA & White 130-Other	40-Hispanic	
Hoosier Hills Food Bank	4344 0-30% 666 31-50% 129 51-80% 22 Over 80%	4257-White 333-Black 44-Asian 26-NI/AN 5-NH/OPI 66-AI/AN & W 7-A & W 21-B/AA & W 7-AI/AN & B/AA 395-Other	59-Hispanic 6-Hispanic         188-Hispanic	
Monroe County United Ministries Daycare	44 0-30% 21 31-50% 15 51-80% 6 Over 80%	47-White 10-Black 1-Asian 4-AI/AN 8- B/AA & W 1-AI/AN & B/AA 15-Other	1 Hispanic      6-Hispanic	
Monroe County United Ministries Roof Replacement	94 0-30% 11 31-50% 6 51-80%	60-White 36-Black 15-Other	7-Hispanic	
Mother Hubbard's Cupboard	3026 0-30% 582 31-50% 122 51-80% 11 Over 80%	3009-White 310-Black 39-Asian 23-AI/AN 5-NH/OPI 58-AI/AN & W 7-A & W 18-B/AA & W 7-AI/AN & B/AA 265-Other	59-Hispanic 6-Hispanic         148-Hispanic	
Martha's House	165 0-30% 31-50% 51-80% Over 80%	142-White 19-Black 3-AI/AN & W 1-Other	2-Hispanic	

e. Provide actions taken to affirmatively further fair housing

PY 12 CAPER #1e response:

[See comments in 3\)a\) beginning on page 6.](#)

f. Provide other actions indicated in the strategic plan and the action plan

PY 12 CAPER #1f response:

[See 2\)a\) below.](#)

*You are encouraged to include maps in this description.  
Specifying census tracts where expenditures were concentrated and the  
percentage of funds expended in NRSAs or local target areas may satisfy this  
requirement*

#### General CAPER Narratives:

##### 2) Assessment of Three to Five Year Goals and Objectives

a) Describe the accomplishments in attaining the goals and objectives for the reporting period.

[Assessment of year one goals and objectives:](#)

<b>Goal</b>	<b>Program/Agency</b>	<b>Amount Allocated</b>	<b>Amount Expended in PY 2012 (may include previous year funds &amp; program income)</b>	<b># of Units of Service/ Housing Provided</b>
Increase range of housing options & related services for persons w/ special needs.	Abilities Unlimited Home Modification for Accessible Living		\$32,380.01	5
Increase quality and available of affordable housing.	HAND Emergency Home Repair	\$50,000	\$15,597	4
Improve the services for low/mod income persons.	Monroe County United Ministries-Roof Replacement	\$30,000	\$30,000	111
Improve	Vernal Pike and	\$262,879.77	\$26,274.86	Tract 600

quality/increase quantity of neighborhood facilities for low-income persons.	Crescent Road Infrastructure Improvements			- 1, 2, 4 450 ft.
Improve quality/increase quantity of neighborhood facilities for low-income persons.	HAND – Curb and Sidewalk Program	\$30,000	\$60,926.18	Tract 600– 1 2,500 ft
Improve the services for low/mod income persons.	Mother Hubbard’s Cupboard Food Pantry	\$22,595	\$22,595	3,741
Improve the services for low/mod income persons.	Community Kitchen of Monroe County Free Meals Program	\$23,597.00	\$23,597.00	1,420
Improve the services for low/mod income persons.	Hoosier Hills Food Bank Food Bank Program	\$22,595.00	\$22,595.00	4,257
Improve the services for low/mod income persons.	Boys & Girls Club of Monroe County	\$24,368.00	\$24,368.00	111
Improve the services for low/mod income persons.	Monroe County United Ministries	\$22,595	\$22,595	86
Increase the availability of affordable housing.	Tenant Based Rental Assistance	\$60,000	\$50,903.50	34
Increase the availability of affordable housing	Homebuyer Assistance	\$82,840	\$168,677.11	3
Increase the availability of affordable rental housing	Rental Assistance	\$82,994	\$459,505.11	4

- b) Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.

***\*If not using the CPMP Tool: Use Table 2A, 2B, 3B, 1C, 2C, 3A***

***\*If using the CPMP Tool: Use Needs Tables, Annual Housing Completion Goals, Summary of Specific Annual Objectives. (Use of these tables is sufficient, additional narrative is not required.)***

- c) If applicable, explain why progress was not made towards meeting the goals and objectives.

PY 12 CAPER General Questions #2c response:

Progress was made toward meeting the goals and objectives.

3) Affirmatively Furthering Fair Housing

- a) Provide a summary of impediments to fair housing choice.

PY 12 CAPER General Questions # 3a response:

The city of Bloomington coordinates fair housing activities through its Human Rights Attorney, Barbara McKinney and the Bloomington Human Rights Commission (BHRC). Barbara McKinney provides the annual data for this report. The Bloomington Human Rights Commission has jurisdiction over cases alleging discrimination in housing pursuant to the Bloomington Human Rights Ordinance. The BHRC also has a responsibility under the ordinance to provide education on the issue of fair housing. The Human Rights Commission is designed to enforce Bloomington's Human Rights Ordinance in a fair and timely manner, to educate community members about their rights and responsibilities under various civil rights laws, to raise awareness on all human rights issues, to ensure that contractors and subcontractors on city jobs pay employees applicable common wages, to ensure that the City, as an employer, governmental entity and provider of public accommodations, complies with the Americans with Disabilities Act (ADA), and to provide the community with information about the ADA. The Bloomington Human Rights Ordinance- adopted in 1983- prohibits discrimination in housing on the basis of sex, race, religion, color, ancestry, sexual orientation, disability, gender identity, national origin or familial status.

The Bloomington Human Rights Commission has jurisdiction over cases alleging discrimination in housing on the basis of race, sex, religion, color, national origin, disability, ancestry, sexual orientation, gender identity or familial status pursuant to the Bloomington Human Rights Ordinance. The BHRC also has the responsibility under the ordinance to provide education on the issue of fair housing.

From May 31, 2012 until June 1, 2013, no new cases alleging discrimination in housing were filed with the BHRC.

The following is a summary of publicity/educational efforts within the Program Year.

The BHRC works to make sure that the community of Bloomington, as well as surrounding communities, is informed about fair housing issues. Some of our educational efforts from May 31, 2012 until June 1, 2013:

--Answered a variety of fair housing-related questions from members of the public on topics ranging from accessible parking to ramps, from appropriate questions for prospective tenants to security deposits, from alleged discrimination against single fathers to alleged discrimination against a married male couple.

--Answered other housing-related questions, or made referrals, on topics such as refusing to rent to an applicant because of criminal or financial history.

--BHRC director gave talks to two R101 - Renting in Bloomington classes, explaining the basics of fair housing to people who hope to become first-time tenants.

--BHRC director gave talk on developments in fair housing to 50 members of the Monroe County Apartment Association.

--BHRC distributed its brochures, including fair housing brochures, at festivals and community events.

--BHRC published seven articles about fair housing-related issues in its monthly newsletter, Rights Stuff.

--BHRC director worked with City's planning and public works staffs to make sure that city services, including sidewalks, are accessible.

The City of Bloomington also hosts a number of (other) Boards and Commissions who monitor the status, concerns and needs of subpopulations within the community. Many of these are located in the Community and Family Resources Department and are staffed by city employees.

- Commission on the Status of Black Males
- Commission on the Status of Women
- Commission on the Status of Children and Youth
- Council for Community Accessibility
- Dr. Martin Luther King, Jr. Commission
- Commission on Hispanic and Latino Affairs
- Commission on Aging

These Commissions met monthly in 2012 taking on issues that pertain to Fair Housing and access in our community. An example of recently completed activities are the creation of Braille menus for local restaurants, by the Council for Community Accessibility. This agenda will continue through the new year.

Additionally the Commission on Hispanic and Latino affairs has published its intended goals for 2012. Melissa Britton, principal staff to the Commission, provided this memo:

"As for forming interagency collaborations, this year we are hoping to meet with other organizations that have shown an interest in

collaborating. Those include on going collaborations with WFHB (participating in various "Hola Bloomington" programs), MCCSC, El Centro Comunal Latino, and La Casa. As well as new ones, with Boys & Girls Club, Big Brothers Big Sisters, the City of Bloomington Volunteer Network, other city and county commission, and IU Student Legal Services.

Regarding our support for Foreign Language in our local schools, one of our members has very cleverly linked a group of IU Spanish students to help support the Spanish language curriculum. This year, we also hope to help create a Hispanic Parent Advisory Committee for MCCSC. The commission's assessment of what the most prevalent issues facing Latinos in our community are based on research that IU Health Positive Link did, which found that access to medical interpreters is still a problem. In addition, based on input from City's Latino Outreach program, they have seen an increase of young Latinos applying for deferred action (DACA). We hope to pursue these concerns by facilitating open communication and dissemination of information with all of our interagency collaborators.

With immigration reform suddenly being actively worked on by legislators, the Workers' Rights Board has decided to work on getting the word out that strong worker protections need to be part of immigration reform, and that this will benefit not only currently undocumented workers, but also all work on a grant to examine the possibility of Bloomington becoming a "Lifetime Community." This study analyzes methods to make neighborhoods friendlier and more supportive for aging populations. An area around Bloomington's popular B-line Trail has been selected for its proximity to downtown and commercial areas. The goals of these communities target:

- Affordable health and supportive services
- Access to fresh food, parks and exercise
- Meaningful inter-generational contact
- Diverse affordable housing options
- Universal design in home and community
- Diverse affordable transportation option
- Complete streets and walk ability
- Mixed use neighborhood

This report and a careful analysis of the proposed neighborhoods will result in a series of recommendations to make the identified area most suitable for housing for aging populations. Several community meetings have already taken place. The report is due this summer."

Barbara McKinney, as a representative of the BHRC appears frequently to speak about fair housing issues in our community. The Rights Stuff is published quarterly and she responds to all questions about fair housing issues.

Almost five years ago, HAND created an instructional program for those seeking to rent or lease. As an incentive, it provides deposit money and counseling. HAND identified a community of people on Bloomington whose



ability to rent has been hampered either by low income or a history of behavioral issues leading to eviction. In the past the program was funded through grants from the Community Foundation and the Housing Trust Fund. Staff time is now covered by the Housing Counseling Grant and damage deposits are funded through the General Fund. HAND hosted one session of "R-101 Renting in Bloomington" in September (26-28) of 2012 and provided deposits to three families. Anyone who completes the R-101 class in 2013 will have deposit assistance. One class will be conducted in 2013.

HAND and Barbara McKinney collaborate to provide thorough coverage of housing information to the Hispanic community. The LEP (Limited English Proficiency) Plan was adopted in June of 2007. Language assistance is coordinated through several departments and most brochures pertaining to Fair Housing issues have been republished in Spanish. City employees attempting to assist non-English speakers are assisted with web-based information. Brochures about Tenants Rights and Responsibilities, Fair Housing and Lead Safe practices are all readily available in Spanish. Barbara McKinney will initiate an annual review and update of the LEP in 2013.

- b) Identify actions taken to overcome effects of impediments identified in the jurisdiction's Analysis of Impediments.

HAND identified 7 impediments in its 2010-2011 revision of the Analysis of Impediments

#### 1. Coordinating accessibility policy through layered regulations

The city is involved in a major streetscape project on a major thoroughfare leading to downtown. One of the goals of this project is to make the older buildings that line this corridor accessible through their front doors by raising the sidewalk. Barbara McKinney worked with Public Works and Engineering as individual designs were implemented. Two commercial buildings were made completely accessible through this project. This area serves the low income and disabled through the Shalom Center and several subsidized housing projects.

On the larger stage, the City Planning Department and Barbara McKinney are nearing completion of the city's ADA transition plan, including a survey of public rights of way and devising a schedule for compliance. The 1986 ADA Plan is still in place and is the operating document. A draft of the new plan is complete and is being reviewed by the mayors office. They are seeking the correct entity to approve the plan: either Engineering or Public Works. The draft will be in effect within the coming year.

#### 2. Fair Market Rents and Lack of Affordable Housing

The department collaborates with other departments to implement policy that will advance the cause of fair housing and housing parity. Bloomington is constantly aware of the difficulty of providing affordable housing to its

population because of the presence of the University. This is a local issue which cannot be resolved unilaterally.

The Region 10 Housing Network, (a consortium of providers and agencies) is working to gather local data and create a map of existing affordable units in Bloomington. This map will be completed in the coming months. The map will be used to inform the Bloomington Plan to Address Homelessness, a charrette that took place in April of 2013. The findings are in the process of being revised into a final draft. An agenda of this effort will be to expand and link more units into the system of affordable housing, either through TBRA, Rapid Rehousing programs, or expansion of existing vouchers (Section 8, VASH).

Region 10 also collaborated on a successful grant proposal to construct 25 units of permanent supportive housing for homeless individuals with disabling conditions. Called Crawford Apartments, this building will be placed in service in August of this year. Additionally another 15 scattered site units will be made available to this population and families.

In February of 2007 Bloomington adopted its Unified Development Ordinance (UDO) and amendments were made in 2010. As a part of this process, it reviewed and revised its regulatory impediments to affordable housing. Out of the extensive public discussions that preceded the new zoning ordinance a multi-faceted approach to encourage the development and sustainability of affordable housing in Bloomington was outlined (Section 20.05.010 AH-01 Affordable Housing Standards in the UDO).

The UDO initiated automatic waivers of some development standards for affordable housing, allowing reduced development costs. Those waivers are listed below:

- Required on site parking is automatically reduced to a maximum of one space per dwelling unit when offsite parking is available
- Minimum lot area requirements may be reduced by 40%
- Minimum lot width may be reduced by 20%
- Side building setbacks may be reduced to 5 feet regardless of the number of stories
- Rear setbacks may be reduced to 15 feet

The Planning Department is also in the middle of a new Growth Policy Plan discussion. So far Fair Housing issues have been discussed, although no policy decisions have been made. Regarding the regulatory impediments associated with development standards and costs:

A letter supporting the development of more affordable housing for challenged populations has been sent to the steering committee. This letter is signed by 6 City Commissions so far. Their points include that the city housing goals be:

- affordable (including for those with low-incomes)
- accessible (including for those with any disability)
- fully integrated (socioeconomically as well as ethnically)
- mixed purpose (complete neighborhoods with housing and retail)

- multigenerational
- community oriented(not geared specifically towards students to the exclusion of families)
- near public transportation

During the years since the new laws were passed, two LIHTC projects have benefited from these incentives: 1) a senior housing project at Patterson Pointe; and 2) single family homes for moderate income occupants at Crescent Pointe.

As outlined in other parts of this report, the City of Bloomington inspects all rental units on a 3, 4 or 5 year rotation basis for compliance with Bloomington Municipal Code Title 16. Starting December 28, 2012, the City of Bloomington began discounting its inspection fees by 30% for units that are affordable per HUD rent rates. If that unit also has no violations during the inspection process, they can get a 25% discount. An affordable unit that is well maintained may be able to earn a 55% discount on their inspection fees.

Another strategy is an interdepartmental policy of waiving fees when they are associated with affordable housing construction:

- Fees for the BZA and Plan Commission may be waived by the Planning Director.
- Right-of-way excavation permits may be waived by the Public Works Director.
- Sewer hook-on fees may be waived by the Utilities Service Board.

Within the UDO the City has stated a policy of supporting affordable housing by bearing the cost of sidewalks and street trees where deemed appropriate by the directors of Planning and Public Works. HAND has supported sidewalk construction on all BRI and Habitat projects in the last year. Most of those projects require construction to be borne by the developer when developed privately.

Four single family housing projects are underway in Broadview neighborhood on existing residential lots, subsidized with HOME money. Several of these are complete and awaiting ownership. BRI has moved a house scheduled for demolition owned by the University to a site near Bryan Park which should be completed in 2013. This house will be restored this year as an affordable project. All of these are urban infill projects which will capitalize on and improve existing infrastructure while locating families close to services and schools.

Affordable housing projects participating in a program administered by the local, state or federal government must comply with the income eligibility requirements for the required time period for that program. The new zoning ordinance ensures parity of location, design, quality and proximity to amenities within any market rate development.

The past year has been active in regards to developing and locating more access to emergency shelter and, alternatively, ways to keep persons and families that are experiencing homelessness, housed. The HPRP program,

when active, increased coordination of services between agencies and successfully avoided many new events of homelessness. This program terminated in June of 2011, but generated increased awareness of networks of assistance in surrounding counties. This year the Housing Network is attempting to apply for ESP grant that will again provide rapid rehousing funds to the community.

3. Conflicts in funding for emergency providers. Knowledge and coordination of how to access to the system.

In May the Housing Network, Area 10 Continuum of Care organization completed a week long charrette conducted by CSH, Inc, a private consulting firm. The resulting recommendations are being analyzed for possible implementation and to identify logical partners in the community. New facilities in surrounding counties need to be more easily accessed for referrals. During the program year, The Chairman of the Housing Network solicited and obtained funds from the Community Foundation, The Rotary Club, HAND, Jack Hopkins in order to hire the Corporation for Supportive Housing. This not-for-profit, which assists in the drafting of regional plans to end homelessness, has agreed to complete a ten year plan in a condensed time. At this point, the public input period is over and the consultants will be prioritizing responses and creating timelines for implementation. The charrette format should optimally produce a document during the next several months that would have taken several years for the Network to complete by itself.

Among the possible goals of the plan: the HSN has discussed revamping the client intake system with a single point of access (electronic) and a single form. Members analyzed several other plans to end homelessness including Evansville, IN, Worcester MA and Denver CO, then set major goals for their own organization. As a result of the recent charrette, the city and IHCD are discussing the sharing of data collected through HMIS.

The Jack Hopkins Grant funding round this year prioritized true collaborations, hoping to encourage a better use of existing resources in an environment of diminishing funds. Data Collection is a critical part of the analysis of the homelessness plan. Identification of needs and gaps in service is critical to its success. An initial study of tax credit projects was used as a match for the Jack Hopkins funding.

The HSN continues to expand its membership and attendance, including many more faith –based providers, providers out of Monroe County and expanding the use of HMIS. The Network now has active membership in four counties. It is imperative that all emergency housing providers share information and resources, so that the overburdened facilities can place people in locations where there are openings in the region.

Another successful collaboration resulted in the CSH award for additional PSH units in Bloomington, which will be occupied in August. A steering committee of the HSN created the application and over several months in 2011 determined that the lead agencies should be the Shalom Center and Life Designs. This project is designed to permanently house homeless individuals

with disabilities. A single new construction project of 25 units and another 15 scattered site units are also funded. This is a direct result of the cooperative efforts of HSN members.

#### 4. Environmental contamination in development areas

There are no active or anticipated projects. Patterson Pointe senior housing was located on a suspected brownfield site and the department funded an environmental testing and remediation. The tract was released for development. The apartments will be completed and occupied within 2013.

#### 5. Transportation

Two areas of town that were initially separated from public transportation, Ivy Tech and the License Branch are key to self sufficient lifestyles within the town of Bloomington. Rural Transit now provides direct access from the 4h and Washington downtown transportation hub to Ivy Tech. The license branch is now improved with continuous sidewalks, which was an important strategic goal for the last 4 years. Work has begun on a greatly expanded bus terminal downtown with offices and space under roof will be opened in 2014. This central hub is located 2 blocks from the square. Both rural Transit and city transit will be located there.

#### 6. Perception of affordable housing/Section 8

In 2012 the Housing Authority was not awarded CDBG funds because they had 2011 funding available to complete the ongoing exterior rehabilitation of the Crestmont units. This was the only year in the last 15 that the Housing Authority did not receive funds from the CDBG round. The Housing Authority awards are part of an ongoing effort to improve the livability and appearance of public housing.

- c) Identify actions taken to overcome effects of impediments identified in the jurisdiction's Analysis of Impediments.

PY 12 CAPER General Questions # 3b response:

See above.

#### 4) Address Obstacles to Meeting Underserved Needs

Identify actions taken to address obstacles to meeting underserved needs.

PY 12 CAPER General Questions # 4 response:

HAND staff members also attend neighborhood association meetings, teach classes to groups such as the clients of Stepping Stones or the Shalom Community Center, and provides information to organizations such as the Monroe County Apartment Association. All of these efforts are to help educate the citizens of Bloomington about HAND services and lower any perceived barriers to approaching HAND for assistance.

## 5) Foster and Maintain Affordable Housing

Identify actions taken to foster and maintain affordable housing.

PY 11 CAPER General Questions # 5 response:

The table below outlines the actions taken to foster and maintain affordable housing in Bloomington by program:

Program	Recapture Provisions
Owner-Occupied Rehabilitation	These are always loans. 100% of funds are recaptured either through monthly payments or at the time of property transfer (sale). In the case of foreclosure or where the sales price does not support the existing debt of a HOME assisted property; the recapture amount is based on the net proceeds of the sale of the property. See below for how net proceeds of the sale are calculated.
Homebuyer Assistance	<p>This program encompasses assistance to homeowners in the form of down payment &amp; closing cost assistance, purchase-rehabilitation, new construction, and land acquisition. The recapture option used to recover HOME funds under the down payment &amp; closing cost assistance is 20% of the funds are forgiven each year for five years and under the purchase-rehabilitation program 100% of funds are recaptured if property transferred before year 5. 10% of the funds are forgiven from years 6 – 15.</p> <p>The resale option is used for land acquisition and new construction requiring the subsequent buyer to make the unit affordable to a low-income family.</p> <p>In the case of foreclosure or where the sales price does not support the existing debt of a HOME assisted property; the recapture amount is based on the net proceeds of the sale of the property.</p>
Rental Assistance	<p>This program encompasses assistance to developers to build housing both new construction and rehabilitation. Under new construction, funds are forgiven after 20 years of affordability. Under rehabilitation, the funds are due at the end of the affordability period. If the developer mirrors the affordability period, the loan is forgiven overtime. As follows:</p> <ul style="list-style-type: none"> <li>• New Construction <ul style="list-style-type: none"> <li>➤ – any amount – 20 years</li> </ul> </li> <li>• Rehabilitation <ul style="list-style-type: none"> <li>➤ &gt;\$15,000 – 5 years mandatory and an additional 5 years forgiveness</li> <li>➤ \$15,000 - \$40,000 – 10 years mandatory and an additional 10</li> </ul> </li> </ul>

	<p>years forgiveness</p> <p>➤ &lt;\$40,000 – 15 years mandatory and an additional 15 years forgiveness</p> <p>In the case of foreclosure or where the sales price does not support the existing debt of a HOME assisted property; the recapture amount is based on the net proceeds of the sale of the property.</p>
Fair Return	HAND defines a fair return as the homeowners's initial investment (downpayment) plus any the cost of capital improvements. Capital improvements are defined as remodel that adds additional square feet to the structure, additional bathroom space and/or a complete kitchen remodel. Questions about what constitutes a capital improvement should be directed to HAND prior to the commencement of said project per the funding/loan agreement.
Net Proceed Calculations	<p>In the event of foreclosure or where the sales price does not support the existing debt, the following calculation will be used to determine net proceeds and HOME recapture:</p> <p><b>Step 1:</b></p> <p>Sales price – (1<sup>st</sup> mortgage + closing costs) = Net Proceeds</p> <p><b>Step 2:</b></p> <p><u>Home Subsidy</u>  Home subsidy + <math>\frac{\text{Homeowner Investment}}{\text{Net Proceeds}}</math> x Net Proceeds = HOME Recapture</p>

## 6) Leveraging Resources

- a) Identify progress in obtaining "other" public and private resources to address needs.

### PY 12 CAPER General Questions # 6a response:

In Fiscal Year 12, HAND received funding from the following sources to provide housing assistance:

- i. HAND receive a 2012 HUD Housing Counseling Grant in the amount of \$14,845, but award notification date was in June 2013. Data is currently being collected to report on that grant. HAND did provided \$780.00 of counseling services for the State of Indiana and received contributions of \$300.00;
- ii. HAND used general fund dollars in the amount of \$699 as rental damage deposit loans for eligible successful graduates of R101-Renting in Bloomington.

- iii. The City of Bloomington allocated \$250,000 to social service agencies under the Jack Hopkins Council Social Service Grant program.
  - iv. The City of Bloomington allocated \$36,249 in Neighborhood Grants to meet specific neighborhood needs.
  - v. The City of Bloomington allocated over \$3,000 and many city resources (including a sanitation truck for trash disposal, city trucks for pick-up, and staff members to work the clean-up) to assist two neighborhoods with significant neighborhood clean-ups. The clean-ups removed 20.24 tons of trash, 71 tires, 3,433 pounds of metal (which was recycled) and Hazardous Materials (not measured).
- b) Describe how Federal resources from HUD leveraged other public and private resources.

PY 12 CAPER General Questions # 6b response:

The public and private resources leveraged this year are as follows:

- The City of Bloomington uses general funds for salaries for certain employees who do work on CDBG or HOME funded programs estimated at \$30,100 +/-.
- HAND's home purchase programs have leveraged \$610,787 in private mortgages.

- c) Describe how matching requirements were satisfied.

PY 12 CAPER General Questions # 6c response:

Matching requirements:

Address	Type	Amount
2530 Banta Drive	Site preparation, construction materials, donated labor	6,544.30
1010 Ralston Drive	Site preparation, construction materials, donated labor	6,671.66
2515 Rogers Street	Site preparation, construction materials, donated labor	5,229.00
922 N Woodburn Avenue	Site preparation, construction materials, donated labor	4,072.25
922 N Woodburn Avenue	Cash	70,000.00
2611 S Rockport Road	Site preparation, construction materials, donated labor	2,520.00
2101 Susie Street	Foregone taxes, fees, charges	422.00
2112 Susie Street	Foregone taxes, fees, charges	460.80
2113 Susie Street	Foregone taxes, fees, charges	204.00
2116 Susie Street	Foregone taxes, fees, charges	437.60
2117 Susie Street	Foregone taxes, fees, charges	508.80
2120 Susie Street	Foregone taxes, fees, charges	461.60
2121 Susie Street	Foregone taxes, fees, charges	223.00
2125 Susie Street	Foregone taxes, fees, charges	458.40
2124 Susie Street	Foregone taxes, fees, charges	402.00



2300 Rockport Road	Foregone taxes, fees, charges	419.20
Rental Deposit Assistance	Grant	5,000.00
Home Buyer Assistance	Grant	1,000.00
Total		\$105,034.61

## 7) Citizen Participation

### a) Provide a summary of citizen comments.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

#### PY 12 CAPER Citizen Participation # 7a response:

The Comprehensive Annual Performance Evaluation Report was posted on the City's web site on July 31, 2013. It was also made available at the Monroe County Public Library's Indiana Room and the City of Bloomington Housing and Neighborhood Development office and its availability was advertised in the Herald-Times on July 31, 2013 for public comment. The public heavily participates in the CDBG allocation process and provides on-going comments/suggestions through the Department's e-mail and the public meetings attended by HAND staff members.

Comments Received: No comments were received.

The City of Bloomington uses a Citizen Advisory Council (CAC) for distribution of its CDBG funds. For this program year, the calendar of meetings was as follows:

<b>Date</b>	<b>Activity</b>
Sept. 7, 2011	Applications available.
Sept. 7, 2011	CDBG Informational Meeting (for applicants unfamiliar with the CDBG process).
October 7, 2011	Letter of Intent due.
Oct. 10 & Oct. 18, 2011	Mandatory applicant training on the CDBG application, CDBG requirements, and the Consolidated Plan.
Nov. 14, 2011	Citizen Advisory Council (CAC) organizational meeting (training regarding CDBG requirements and consolidated plan are completed at this meeting). Physical Improvements Sub-committee plans its site visits.
Dec. 2, 2011	Applications due.
Dec. 12, 2011	Citizen Advisory Council meeting to pick up applications, review scoring system, and discuss calendar.
Jan. 5 & Jan. 10, 2012	Public Hearing for the applicants. Physical Improvements on the 5th, Social Services on the 10th. Public hearings are broadcasted on Bloomington Cable Access Television (CATS).
Jan. 12 & Jan. 17, 2012	Allocation recommendations meeting. Physical Improvements on the 12th, Social Services on the 17th.
Feb. 6, 2012	CAC recommendations presented to the Redevelopment Commission for approval. (Public meeting )
Feb. 6, 2012	Recommendations approved by the Redevelopment

	Commission sent to the Mayor for approval.
Feb. 22 & Feb 29, 2012	Recommendations approved by the Mayor sent to the City Council for final action. (Public meeting which is televised on Cable Access Television.)
June 1, 2012	Start of fiscal year.

The Public Hearings held for each group allows the applicants to make a small presentation and answer questions. These hearings are held in the City Council Chambers where the public is welcome to attend. The public hearings were shown on Cable Access Television (CATS). The presentation of the allocations to the Redevelopment Commission is a public meeting, but it is not broadcasted on CATS; however the City Council meetings are broadcasted on CATS.

- b) Describe how consideration was given to comments or views of citizens, received in writing or orally at public hearings, in preparing the CAPER.

PY 12 CAPER Citizen Participation # 7b response:

No comments were received.

#### 8) Institutional Structure

Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

PY 12 CAPER Institutional Structure # 8 response:

The staff of the Housing and Neighborhood Department administers federally funded projects and ensures compliance with the goals of the Consolidated Plan. HAND's 17 employees direct a variety of tasks associated with CDBG and HOME. Five staff members have primary administration of these federal grants and are located in the housing division. Many of them have extensive experience in federally funded projects and programming. Four HAND staff members have received the HOME certification and two have received the HOME Administration certification. HAND has two certified housing counselors; one of which are also certified in Reverse Mortgage Counseling. The State of Indiana has its own housing counseling certification process and staff is certified for both pre-homeownership and default. The City of Bloomington is a Certified Local Government for historic and the historic preservation program is administered from the HAND Department. The program manager for historic preservation is a certified planner (AICP) and received training in environmental review. We currently have three Lead Risk Assessors and two Lead Renovators. Our code enforcement staff members hold various certifications in the International Property Maintenance Code, Reiki I – 2008, International Building Code, International Residential Code, and various lead licenses outlined above. For legal expertise, we have access to excellent attorneys such as Ms. McKinney who administers the city's Human Rights Division.

The department also works with 6 Boards and Commissions, many of which have the ability to provide various types of support to federal projects such as the Bloomington Urban Enterprise Association (BUEA), Housing Trust Fund, Redevelopment Commission, Historic Preservation Commission, or participate in the public input process which distributes the funding such as the Citizen's Advisory Council. HAND attends the Housing Network's monthly meetings. The Housing Network, a not-for-profit, is made up of community agencies who meet regularly to better coordinate services to the homeless and to develop the Continuum of Care application. The Housing Network created the Triage Team to develop an application for permanent supportive housing through the Permanent Supportive Housing Institute. That application has been submitted to the State for consideration.

Due to cutbacks, the HAND housing counselor who regularly held office hours at the Shalom Community Center; a day center that assists homeless persons by bringing together community resources in one location, is now doing counseling sessions by appointment. She identifies appropriate housing and assists clients in completing housing applications to the Housing Authority or Martha's House emergency shelter, including declarations of homelessness which may increase their opportunities to find housing. The Shalom Community Center also hosts the services of the Social Services Administration, Martha's House, Planned Parenthood, Head Start, Ivy Tech Community College, Job Links, Monroe County Health Department, Indiana Legal Services, and the St. Vincent DePaul Society. The center provides personnel to assist with job searches and training on a daily basis.

## 9) Monitoring

- a) Describe actions taken to monitor the jurisdiction's performance in meeting objectives and outcomes set forth in its strategic plan.

PY 12 CAPER Monitoring # 9a response:

### **Community Development Block Grant:**

Physical improvement projects are monitored as follows:

1. Each project is required to fill out an application to be reviewed by the Citizen Advisory Council (CAC) for allocation recommendation. Applications include specific information regarding design of project, cost of project, and beneficiaries.
2. Successfully funded applications are required to sign a funding agreement outlining all of the requirements, regulations and standards.
3. A program manager from HAND will do site inspections periodically throughout the project.
4. Claims for payment are filed, with appropriate documentation, with the program manager. The program manager reviews the claim and approves it for payment.
5. Davis-Bacon and affirmative action monitoring is completed by the contract compliance officer who is a staff attorney in the City of Bloomington Legal Department.

6. The HAND program manager will receive copies of all reports from the Monroe County Building Department, City of Bloomington Planning Department, and/or City of Bloomington Fire Department for compliance with all state, city and county regulations. If any other inspections are required or completed, a copy of that report must also be supplied to the program manager.
7. The HAND program manager will also monitor for beneficiary compliance. Depending upon the project and the agency, monitoring may occur both before and after the project.

Social service programs are monitored as follows:

1. Each project is required to fill out an application to be reviewed by the Citizen Advisory Council (CAC) for allocation recommendation. Applications include specific information about the program funded and the beneficiaries.
2. Successfully funded applications are required to sign a funding agreement outlining all of the requirements, regulations and standards.
3. A program manager from HAND will receive and review all claims for payment. Claims for payment must include beneficiary information.
4. The HAND program manager will monitor for compliance prior to the end of the fiscal year. If needed, monitoring may occur at more regular intervals.

### **HOME Projects:**

There are two categories of HOME projects; HOME projects administered by HAND and HOME projects administered by CHDOs, Non-Profits, or For-Profit entities. HOME projects administered by HAND are monitored as follows:

1. HAND operates a number of housing projects that are funded by HOME. Each client is required to fill out an application to determine eligibility. Each application is processed by the HAND program manager/loan officer to determine income and residency eligibility and project feasibility.
2. The HAND program manager/construction project manager will inspect each project to determine project costs and requirements.
3. Upon approval of a project, funding agreements and/or mortgages are signed by applicant outlining terms and conditions of funds.
4. The HAND program manager/construction project manager will monitor the progress of the project, ensuring compliance with all building codes and HAND construction standards.
5. Claims for payment are reviewed and approved by the program manager/construction project manager monitoring the project.
6. A final inspection at the completion of the project must be completed prior to the final payment. This inspection also includes obtaining the certificate of occupancy from the Building Department.

HOME projects administered by CHDO's, non-profits or for-profit entities are monitored as follows:

1. Applications for funding must include specific details about the project, costs and beneficiaries.
2. Successfully funded applications are required to sign a funding agreement, mortgage and/or covenants outlining all of the requirements, regulations and standards.
3. A program manager from HAND will do site inspections periodically throughout the project.
4. Claims for payment are filed, with appropriate documentation, with the program manager. The program manager reviews the claim and approves it for payment.
5. Davis-Bacon and affirmative action monitoring, if applicable, is completed by the contract compliance officer who is a staff attorney in the City of Bloomington Legal Department.
6. The HAND program manager will receive copies of all reports from the Monroe County Building Department, City of Bloomington Planning Department, and/or City of Bloomington Fire Department for compliance with all city and county regulations. If any other inspections are required or completed, a copy of that report must also be supplied to the program manager.
7. The HAND program manager will also monitor for beneficiary compliance. Depending upon the project and the agency, monitoring may occur both before and after the project.

HOME rental projects are monitored as follows:

1. Each project is monitored as described above; however, on an annual basis each project is monitored for beneficiary compliance.
2. Documentation is provided to the program manager to ensure compliance with the funding agreement/mortgage/covenants. This documentation shows the number of assisted units, income level of residents, utility allowances, and units receiving Section 8 or units receiving TBRA, if applicable.
3. Program manager will contact tenants to verify information provided.
4. Physical inspections of HOME units are handled through HAND's comprehensive rental inspection program. Those inspections verify the physical condition of each unit and insure that they are in compliance with HOME standards and the City's Housing and Property Maintenance Code.

Tenant Based Rental Assistance projects are monitored as follows:

1. TBRA projects are governed according to their funding agreements.
2. On an annual basis, the HAND program manager meets with the administrator of each TBRA program. The administrator provides the program manager with information program policy and procedures, outreach, participant selection, unit information (including lead-based paint visual and HQS inspections), tenant income documentation, tenant leases, and, if applicable information regarding required self-sufficiency programming.
3. The HAND program manager contacts the tenants to verify information.
4. Claims for payment must be approved by the HAND program manager and must include applicable documentation.

## **Monitoring Results and Improvements:**

As most projects are monitored during the project/program process, monitoring results show that projects are in compliance. Social Service allocations are monitored during and at completion and are found to be in compliance.

- b) Describe how and the frequency with which you monitored your activities, including subrecipients (including sponsors or administering agents).

PY 12 CAPER Monitoring # 9b response:

### **CDBG:**

- Physical Improvement projects are monitored for compliance throughout the project and at completion. Depending upon the project, legal documents may be recorded against the property for a period of time to ensure compliance.
- Social Service allocations are monitored throughout the funding year and at year end for compliance.

### **HOME:**

- CHDO projects are monitored throughout the project and at completion for compliance.
- HOME funded housing projects are monitored throughout the project and at completion for compliance. Mortgages, notes and/or affordability covenants are recorded against the real estate to ensure compliance for the affordability periods.

- c) Describe the results of your monitoring including any improvements made as a result.

PY 12 CAPER Monitoring # 9c response:

All projects were found to be in compliance and no corrective measures were recommended.

- d) Describe actions taken to insure compliance with program requirements, including requirements involving the timeliness of expenditures.

PY 12 CAPER Monitoring # 9d response:

All projects are monitored throughout the project or allocation period for compliance and at completion/year end. Appropriate security documents are recorded against the property to ensure compliance with affordability periods. For construction project, each contract has a required start up period and end period to ensure timeliness of expenditures. All allocations have a period within which all funds must be expended.

- e) Describe steps/actions taken to ensure long-term compliance with housing codes, including any actions or on-site inspections undertaken during the program year.

PY 12 CAPER Monitoring # 9e response:

All projects are monitored throughout the construction period to ensure that they are in compliance with all local building codes. All projects are also inspected for code compliance by the Monroe County Building Department. In addition, HAND's rental inspection program requires that all rental units located within the City limits are inspected on a 3-5 year rotation for compliance with the City of Bloomington's Property Maintenance Code. All HOME funded rental projects are inspected on a 1 -3 year rotation in addition to the inspection required for the property maintenance code. HAND also inspects rental units on complaint. This inspection process insures that all tenants have a safe and habitable place to live.

- f) What is the status of your grant programs?
- i) Are any activities or strategies falling behind schedule?
  - ii) Are grant disbursements timely?
  - iii) Do actual expenditures differ from letter of credit disbursements?

PY 12 CAPER Monitoring # 9f response:

- i. There are no activities or strategies falling behind schedule at this time.
- ii. This past year, we had 1.55 CDBG grant years available on 4/1/13. For fiscal year 2013, we do not anticipate any difficulty meeting our disbursement goals based on the project timelines.
- iii. No.

10)Antipoverty Strategy

Describe actions taken during the last year to reduce the number of persons living below the poverty level.

PY 12 CAPER Antipoverty Strategy #10 response:

HAND attempts to fill the substantial gap between housing costs and the elevated local poverty level with an effort to educate the public about housing issues, (R101, Default Counseling, Predatory Lending) to coordinate supporting programs, and share contact information with agencies to assist in better housing choice.

HAND provides funding for a variety of agencies who provide services to the neediest members of the community. It sends a staff member to the Region 10 Housing Network, which plays a key role in identifying and attempting to fill gaps in services for the homeless. The Housing Network conducts an annual count of people experiencing homelessness each year in order to be in compliance with HUD guidelines for monitoring this. Both sheltered individuals and those who are unsheltered are counted. The current count was taken on January 25th. The data shows an across the board decrease in the number of homeless Households and Persons.

**Region 10 Point-in-Time Homeless count 1/25/2012**

Households with Dependent Children					
	Sheltered		Unsheltered	2012 Total	2011 Total
	Emergency	Transitional			
Number of Households	15	20	2	37	55
Number of Persons (adults and children)	48	101	5	154	175

Person in Households with only Children					
	Sheltered		Unsheltered	2012 Total	2011 Total
	Emergency	Transitional			
Number of Households	9	4	3	16	
Number of Persons (Age 17 or under)	11	4	5	20	

Households without Dependent Children					
	Sheltered		Unsheltered	2012 Total	2011 Total
	Emergency	Transitional			
Number of Households	109	43	32	184	195
Number of Persons (adults and unaccompanied youth)	109	43	32	184	201

All Households/All Persons					
	Sheltered		Unsheltered	2012 Total	2011 Total
	Emergency	Transitional			
Total Households	133	67	37	237	250
Total Persons	168	148	42	358	376

SUBPOPULATIONS					
Chronically Homeless and Veterans Subpopulation	Sheltered		Unsheltered	2012 Total	2011 Total
	Emergency	Safe Haven			
Chronically Homeless Individuals	5		23	28	43
Chronically Homeless Families				0	
Veterans Subpopulation		Sheltered	Unsheltered	2012 Total	2011 Total
Veterans		8	5	13	17

SUBPOPULATIONS					
	Sheltered		Unsheltered	2012 Total	2011 Total
Severely Mentally Ill	10		7	17	50
Chronic Substance Abuse	47		0	47	135
Persons with HIV/AIDS	5		2	7	6
Victims of Domestic Violence	42		22	64	70
Unaccompanied Youth (under 18)	8		3	11	8
<b>TOTALS</b>	<b>125</b>		<b>62</b>	<b>187</b>	<b>329</b>

One of the successes of PY 2012 was the number of veterans who found permanent housing through the VASH program. The region obtained 25 more vouchers in May of 2012 to be added to the 55 year round beds already in service.

The Bloomington Urban Enterprise Association, a non-profit organization administered by HAND, provides scholarships to residents of the zone to improve their economic opportunity through education. In 2012, the Bloomington Urban Enterprise Association provided 3 scholarships for residents to attend the following: Ivy Tech (2) and National Exercise and Sports Trainers Association.

Volunteers in Medicine (VIM) has enrolled 6,500 individuals since their doors opened in 2007. With approximately 12,000 adults in Monroe or Owen County without health insurance, this represents more than half of the potential clients who could utilize their services. In 2012 individual patients had approximately 11,100 medical, dental, and mental/behavioral health appointments. The value of the services provided onsite at the clinic through these visits is approximately \$1,027,184.00. Also, in 2012, the average



number of visits per day increased to 115. Prescriptions filled increased to over 29,000 at the clinic in 2012. The average prescription filled is valued at more than \$147.00 and the total value given to patients in medications is \$4,277,118. Many of these medications are obtained using the Patient Assistance Programs offered through pharmaceutical companies. Additional generic medications are purchased to supplement what can not be obtained through those programs. Prescriptions are dispensed to the patients for a small voluntary handling fee of \$3 each. In 2012 VIM also began a wellness class for Spanish-speaking patients: "Conversaciones Sobre la Salud".

The Shalom Community Center offers life essentials, case management, housing assistance, and employment support for people experiencing homelessness and extreme poverty. They are the only agency that serves breakfast and lunch every weekday, offering 82,477 meals in 2012. Also in 2012, Shalom provided 2,947 loads of laundry, 5,771 showers, 4,585 diapers, 145 birth certificates or driver's licenses, mail for 647 people, 7,440 bus tickets, and 60 monthly passes. Shalom also assisted 222 households with rent or utility bills, including 87 families. Through a partnership with Area 10 Agency on Aging, the Job Links program helped 455 people through 1144 employment counseling sessions to improve resumes and interview skills, search out job leads, and begin new work. Through a partnership with Broadview Learning Center, the GED class graduated 6 people and had the highest graduation rate of all of Broadview's programs. Shalom also acts as an outreach center for over 20 different social service and government agencies, including Head Start, the Veteran's Administration, Positive Link, the Social Security Administration, Centerstone's PATH and Project Hope programs, Amethyst House, Volunteers in Medicine, and the St. Vincent de Paul Society. Outreach agencies made 4,494 client contacts in 2012.

Both Martha's House and New Hope Shelter expanded their emergency facilities in 2012.

## Self-Evaluation

- 11) Provide an evaluation of accomplishments. This evaluation must include a comparison of the proposed versus actual outcomes of each outcome measure submitted with the strategic plan and explain, if applicable, why progress was not made toward meeting goals and objectives.

***\*If not using the CPMP Tool: Use Table 1C, 2C, 3A***

***\*If using the CPMP Tool: Use Summary of Specific Annual Objectives.***

**(The following IDIS Reports will be reviewed to determine satisfaction of this requirement: PR03, PR06, PR23, PR80, PR81, PR82, PR83, PR84, PR85)**

Consider the following when providing this self-evaluation:

- a) Describe the effect programs had in solving neighborhood and community problems.
- b) Describe the progress made in meeting priority needs and specific objectives.
- c) Describe how activities and strategies made an impact on identified needs.
- d) Identify indicators that best describe the results of activities during the reporting period.

- e) Identify barriers that had a negative impact on fulfilling the strategic and overall vision.

12) Identify whether major goals are on target and discuss reasons for those that are not on target.

13) Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

PY 12 CAPER Self-Evaluation # 11, 12, 13 response:

11) HAND has a number of programs to assist in solving neighborhood and community problems. These include:

Goals & Objectives:

1. Accessibility for the purpose of providing decent affordable housing.

Project	Fund	Output Estimate	Outputs 6/1/12-5/31/13	Status
Abilities Unlimited HMAL	CDBG		5	In progress
HAND Emergency Home Repair	CDBG	13 Households	4	In progress
HAND Down Payment & Closing Cost Assistance	CDBG	4 Households	4	In progress
HAND Homebuyer Assistance	HOME	6 Households	6	Completed
HAND Owner Occupied Rehab	CDBG	2 Households	1	Completed
HAND Rental Assistance	HOME	4 Households	4	In progress
HAND TBRA	HOME	12 Households	23	In progress

These programs create more stability in the neighborhoods by improving the overall housing stock, keeping established neighborhood members in their homes, and bringing new owner-occupied neighborhood members to the neighborhoods. In addition to these federally funded programs, the City of Bloomington also provides accessibility for the purpose of providing decent affordable housing through technical assistance to local non-profits in the areas of construction, lead based paint, accessibility (ADAA) and a host of other topics.

2. Improve the quality and efficiency of decent affordable housing.

The City of Bloomington has assisted the Bloomington Housing Authority in making needed improvements to their public housing units. In addition to the assistance provided through CDBG, the City of Bloomington also helps improve the quality and efficiency of decent affordable housing through its Rental Registration and Inspection Program. Bloomington Municipal Code Title 16 requires that every rental unit within the city limits be registered and inspected for compliance with our maintenance code. This program is most

important for households that do not have the financial resources to have many housing choices. In 2012, HAND inspected 6,195 rental units.

3. Accessibility for the purpose of creating suitable living environments.

Project	Fund	Output Estimate	Outputs 6/1/12 – 5/31/13	Status
MCUM Roof Replacement	CDBG	1 Facility	86	Complete
HAND Curb & Sidewalk	CDBG	550 linear ft.	1,250	Complete
Community Kitchen Free Meals	CDBG	1,750 people	1,420	Complete
Hoosier Hills Food Bank Food Program	CDBG	6,862 people	5,161	Complete
MCUM – Childcare Program	CDBG	92 people	86	Complete
Boys & Girls Crestmont Club	CDBG	120 youth	111	Complete
Mother Hubbard's Cupboard Food Pantry	CDBG	6,825 people	3,741	Complete

In addition to CDBG, the City of Bloomington also provides general fund dollars to help create suitable living environments. The City of Bloomington allocated \$250,000 to 26 agencies in 2012 and \$257,500 to 23 agencies in 2013 through its Jack Hopkins Council Social Service Grant program. These agencies provide services to our community members in need.

To improve the physical environment, the City of Bloomington provides general fund dollars through its Neighborhood Improvement Grant Program (\$50,000) and Small & Simple Grant Program (\$5,000) to neighborhoods to self-direct those improvements. The City also sponsors two neighborhood clean-ups every year. This year, HAND helped Broadview and Prospect Hill neighborhoods remove 20.24 tons of trash, 716 tires, 3,433 pounds of metal (which was recycled) and Hazardous Materials (not measured).

*Objective 1: Create opportunity for affordable homeownership.*

Activity	Units completed this Fiscal Year	Units completed last Fiscal Year	Units completed Years 1 -4
Provide subsidy and construction loans to for-profit and non-profit developers for the construction and/or rehabilitation of affordable owner-occupied homes.	3	5	10
Provide homeowners direct assistance to purchase and/or rehabilitate existing homes through HAND's Homebuyer programs.	1	2	5
Provide homeowners direct assistance to purchase homes	5	4	10

through HAND's Down Payment and Closing Cost Assistance program.			
Provide technical assistance and support to potential first time homebuyers through HAND's Homebuyer's Club	41	23	107

*Objective 2: Encourage neighborhood stabilization.*

Provide rehabilitation and historic renovation assistance to existing eligible homeowners.	1	2	4
Provide rental inspections to maintain the integrity of rental properties. (General fund – 2012)	6,195	6,512	18,684
Provide existing homeowners with assistance to make emergency home repairs that threaten the health and safety of the occupant or the integrity of the structure.	4	8	29
Provide infrastructure assistance (sidewalks, street improvements, water/sewer) in Linear feet.	1250	500	6,000
Provide neighborhood assistance through the Neighborhood Improvement Grant or the Small & Simple Grant. (General fund - 2011)	5	8	26
Provide two neighborhoods with neighborhood clean-up grants. (General fund)	2	2	6

*Homeless Needs – Priorities (Consolidated Plan 2010-2015):*

<i>Emergency Housing for Homeless Individuals</i> – HAND provides TBRA to the Bloomington Housing Authority to help house households who are either homeless or at risk of becoming homeless from the Section 8 waiting list.	23	26	57
<i>Emergency Housing for Homeless Families</i> – New Hope Family Shelter opened in 2011.	23	20	43
<i>Chronic Homelessness</i> – HAND participates with the Center for Behavioral Health in a Shelter + Care grant to help house individuals with mental health issues who are either homeless or at risk of becoming homeless (S+C).	10 (S+C)	10 (S+C)	40 (S+C)

Non-Homeless Special Needs Objectives (Consolidated Plan 2010-2015):

<i>Objective 1 – Provide assistance to the elderly or disabled to allow them to remain in their homes. Provide assistance through Home Modification for Accessible Living</i>	3	8	11
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a) The HAND Department is very active in the community at large and receives a lot of input from citizens regarding the needs of the community. HAND members:

- Attend neighborhood association meetings to discuss our various neighborhood grant programs, concerns of the neighborhood (such as Title 6 – Weeds & Trash which is enforced by HAND), potential ideas of the neighborhood (such as the creation of a conservation district which is part of the Historic Preservation Commission, a commission of HAND), etc.
- Belong to various committees and boards such as the United Way Board (including the certification and allocations committees), the Housing Network, and various non-profit boards or advisory groups.
- HAND staffs a number of citizen committees such as the Citizen Advisory Council for CDBG, the Redevelopment Commission, Board of Housing Quality Appeals, Historic Preservation Commission, Bloomington Urban Enterprise Association Board of Directors, the Housing Trust Fund Advisory Board, and the Citizen Advisory Council for Neighborhood Grants.

Through our various interactions, the HAND Department receives significant citizen input on community needs. Our programs evolve to meet those needs. This year, our impact includes creating pedestrian linkages in various neighborhoods, housing stock has been increased and improved, historic commercial buildings in the downtown have been renovated and reused as viable businesses, houses have been modified to allow for accessibility, social service agencies have been provided with funds to meet the needs of their clients, and learning opportunities have been provided to meet citizen needs.

- b) Indicators include Service Community Assessment of Needs, information provided by United Way, performance evaluations of social service agencies who have been allocated funds, Census information, surveys, and information tracking systems such as Rentpro (the city's rental inspection database) and Ureport (the city's complaint database).
- c) Barriers to fulfilling strategic vision for the community include availability of funding, availability of buildable land, cost of housing in relation to income, environmental concerns, and perception of the economic forecast.

12) All goals are on target at this time.

13) HAND is always evaluating our services and programs and making adjustments based on our interaction with the community. Again this past year, HAND worked with the Economic & Sustainable Development

Department to do energy audits for 30 households in our community (general fund). The City of Bloomington purchased 12 acres of property from Indiana University for redevelopment to improve economic opportunity for Bloomington residents. A master plan for these acres is completed and scheduled for approval by the Redevelopment Commission on August 5, 2013. Ideas for this property include improved infrastructure (including water/sewer & roads), subdividing for better development potential, possible affordable senior housing, green space, and structured parking. This project was financed by a Bond issue backed with TIF dollars.

## HOUSING

### Affordable Housing

14) Evaluate progress in meeting its specific affordable housing objectives, including:

- a) Comparison of proposed numeric goals (from the strategic plan and annual plan) with the actual number of extremely low-income, low-income, and moderate-income renter and owner households assisted during the reporting period.

***\*If not using the CPMP Tool:*** Use Table 2A, 3B, 2B, 1C, 2C, 3A)

***\*If using the CPMP Tool:*** Use Need/Housings, Needs/Community Development, Annual Housing Completion Goals, Summary of Specific Annual Objectives.

PY 12 CAPER Affordable Housing # 14a response:

See attached Tables. Other objectives are outlined above in Self-Evaluation.

- b) Report the number of households served meeting the Section 215 requirements of affordable housing (essentially meeting the definitions in 24 CFR 92.252 and 92.254 for renters and owners, respectively).

***\*If not using the CPMP Tool:*** Use Table 3A

***\*If using the CPMP Tool: Annual Housing Completion Goals  
(Use of this table is sufficient no additional narrative is required)***

- c) Describe efforts to address worst case needs (defined as low-income renters with severe cost burden, in substandard housing, or involuntarily displaced).

PY 12 CAPER Affordable Housing # 14c response:

Worst-case housing needs are addressed mainly through the Emergency Home Repair Grant and Home Modification for Accessible Living Grant programs. These grant programs deal with emergency health and safety issues (E.H.R.) and disability needs (HMAL). Last fiscal year, HAND did 8 E.H.R. and HMAL projects for a total investment of \$47,977.70. These repairs/modifications included, but are not limited to, roof repairs, electrical repairs, furnace repairs, construction of ramps, and modifications of bathrooms. The City's Rental Inspection program also requires that all rental properties within the City limits be inspected on a 3-5 year rotation or by complaint. This enables the City to ensure that all tenants have a safe and

habitable place to live. For worst-case housing needs for individuals/families that are not structural, a HAND housing counselor will assist individuals/families that have lost their housing or are at serious risk of losing their housing. She works with the Bloomington Housing Authority and other housing providers to help them secure housing. In addition, HAND offers a class called R101 – Renting in Bloomington to teach class participants on how to be a good renter. Successful graduates can apply for damage deposit loans. These loan funds were provided through general fund dollars in 2011, 2012 and 2013.

- d) Description of efforts to address the accessibility needs of persons with disabilities.

PY 12 CAPER Affordable Housing # 14d response:

HAND works in conjunction with several agencies, including Abilities Unlimited, Area 10 Agency on Aging, and IU Health Bloomington, to administer a program called Home Modification for Accessible Living. This program, funded with CDBG, provides structural modifications to fit the accessibility needs of the persons in the household served. This fiscal year, HAND assisted 5 households.

## **Public Housing Strategy**

- 15) Describe actions taken during the last year to improve public housing and resident initiatives.

PY 12 CAPER Public Housing #15 response:

The Bloomington Public Housing Agency continues to achieve a High Performance rating. The Housing Authority is nearing the end of a substantial remodeling of their units. This remodeling will help them stay competitive within the surrounding affordable apartment market.

The Assistant Director of HAND is a former Bloomington Housing Authority Board Member and she is able to offer advice and suggestions to the Board and agency on ways HAND and BHA can partner to better serve the low income community. HAND's Neighborhood Services program manager works directly with the Crestmont Resident Council to help empower them as an association by educating in the areas of operation, organization and planning. The Resident Council has received training in neighborhood grant writing, organization of special events, outreach to other stakeholders and communication with the larger community. HAND is a major supporter of Family Fun Day activities and programs that take place out the housing authority through our Neighborhood Services Programs (General Fund).

Under the Section 8 Home ownership program Housing Authority tenants are referred to the HAND Homebuyer's club, where, after completion of the curriculum, they can become eligible for down payment and closing cost assistance. HAND's TBRA funds, established in 1992, are earmarked to assist people on the PHA waiting list for Section 8 housing. HAND assisted 34 households in the last program year.

## Barriers to Affordable Housing

16) Describe actions taken during the last year to eliminate barriers to affordable housing.

### PY 12 CAPER Barriers to Affordable Housing #16 response:

HAND's responses to the barriers to affordable housing in Bloomington, acknowledge the difficulty of providing affordable housing in a University town with high land value, high rents and high occupancy. The following programs attempt to address the market pressures that pertain to housing affordability in Bloomington. These responses subsidize rents, provide deposits and assist with down payment costs, in order to encourage more stability among those who are marginally housed. HAND has either initiated or continued the following responses to these conditions:

1. Down payment and Closing Cost - HAND's Home Buyer Education classes met 4 times throughout the year in July, September, February and April. Each class is 14 hours long and presents a comprehensive view of purchasing and owning a home. Three sessions were held on weekends and one was held on weeknights. Through this program, successful income-qualified graduates are eligible for down payment and closing cost assistance. The Homebuyers Club hosted a total of 27 students who completed the course. Nine were awarded down payment and closing costs of \$5,000. Candidates were advised of the Federal Home Loan Bank programs which matched many of these loans. HAND down payment loans are forgiven over 5 years.
2. Security Deposits – The 2005-2010 Consolidated Plan discussion revealed a population of potential renters who have difficulty saving deposits, or who have an eviction history. In 2005 HAND developed "R 101" a class in how to be a more successful tenant. Successful graduates are eligible to apply for security deposit loans. The security deposits are funded through a grant from various sources. This past fiscal year, financial institutions and general fund dollars provided this needed resource. This fiscal year, HAND held one class of R 101 and provided 3 damage deposit loans for a total investment of \$1050.
3. Rents in Bloomington persist in being extremely high because of the student market. HAND has responded by providing TBRA assistance to families and individuals on the Section 8 Waiting List since 1992. HAND provides assistance until the clients either receive vouchers or find other permanent housing. In the last year, all households assisted with TBRA were at or below 30% AMI. Thirty two Households were assisted under TBRA.

The Unified Development Ordinance (UDO) became effective on February 12, 2007. The UDO includes Affordable Housing Standards and outlines the possible incentives for development of such housing. Those incentives include the waiver of fees, sidewalk construction assistance, reduced parking requirements, and reduced bulk requirements. New talks were initiated in 2013 for the revision of the Growth Policy Plan. Called "Imagine Bloomington", the plan will examine new ways to address chronic issues like affordable housing.



## Lead-based Paint

17) Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

### PY 12 CAPER Lead-based Paint #17 response:

The City of Bloomington Housing and Neighborhood Development Department has been diligent in its work to eradicate lead hazards from the homes of the families we serve. HAND currently has three risk assessors on staff. Since 2001, HAND has completed 113 risk assessments for potential HAND programs, seven (7) in this last fiscal year. In addition, HAND has assisted Amethyst House and the New Hope Family Shelter with lead risk assessments for their residential properties.

## HOMELESS

### Homeless Needs

18) Identify actions taken to address needs of homeless persons.

### PY 12 CAPER Homeless Needs #18 response:

Through the initiative and guidance of the South Central Housing Network, a subcommittee of agency leaders applied for and received a PSH grant for the construction of a 25 unit apartment complex and 15 scattered site locations for the chronically homeless with disabilities. The scheduled occupancy date for the permanent facility is August of 2013. Several households have already been placed in scattered sites. Two agencies were identified to lead this project: The Shalom Center and Life Designs. Life Designs has an extensive track record with new construction housing for individuals with disabilities. The Shalom Community Center is a low barrier day shelter working with clients experiencing homelessness. They serve as a clearing house for service providers and provide food and basic amenities such as laundry and showers. They also provide contact with caseworkers. Shalom received a grant to select tenants and to provide caseworker support for clients in the Crawford project.

The Crawford permanent supportive housing project is one product of the Housing Network's effort to adapt to the mandates of the Hearth Act. The Network is also collaborating with the IHCD, Corporation for Supportive Housing, and HAND to create a plan to Address Homelessness in Region 10. The Hearth Act also calls for a plan for each region. The Charrette process was intended to create a plan during a concentrated one week effort. CSH, recommended by the IHCD, was hired to lead the charrette which is funded by The Community Foundation, United Way, the Rotary and Jack Hopkins. Community Discussions were held in February and May to gather comments on selected talking points and critical issues. These were held in Morgan, Monroe, Green and Martin Counties. Participation was excellent in most locations. A steering committee composed of a cross section of agency leaders, business representatives and representatives of the homeless community met over four month period to organize the event. In June the "Frame work to Inform the

South Central Housing Network Plan to Prevent and End Homelessness" was released in draft form. The Network will work with CSH to produce a "next steps" document which will include actions steps as well as prioritization of short, mid, and long term goals. The Network will then be able to work on this draft over the summer to finish the plan. Additional work associated with the plan will include local data on affordable housing, asset mapping and a service directory. The completed plan is anticipated in FY 13.

Several programs have been altered recently to accommodate the immediate housing needs of the community. In April two subsidized housing complexes were sold to new owners who informed their tenants that they were no longer accepting vouchers. HAND's R 101 stepped up its capacity in order to fund deposits for the tenants who were evicted. This was essentially new prevention money.

In 2012, the area was without HPRP funds for the first time in three years. The Shalom Center also applied for new Rapid Rehousing money through the ESG program and will hear about their application in late June.

- 19) Identify actions to help homeless persons make the transition to permanent housing and independent living.

PY 12 CAPER Homeless Need #19 response:

Through the HAND Housing Counseling program, housing counselors work with the homeless to help them achieve their goals of self-sufficiency. Further, the City allocates both CDBG and General Fund resources to agencies that help promote self-sufficiency for this population. Last year, the following agencies received funding:

Agency – Program	Amount
Community Kitchen – Food Program (CDBG)	\$23,597
Hoosier Hills Food Bank – Food Program (CDBG)	\$22,595
Boys and Girls Club – Afterschool program (CDBG)	\$24,368
Monroe County United Ministries – Childcare (CDBG)	\$22,595
Mother Hubbard’s Cupboard – Food Pantry (CDBG)	\$23,057
Amethyst House (2012 general fund)	\$3,775
Community Kitchen (2012 general fund)	\$7,555
1st Christian Church - Gathering Place (2012 general fund)	\$2,478
Futures Family Planning Clinic (2012 general fund)	\$6,699
Genesis Summer Shelter (2012 general fund)	\$11,000
Hoosier Hills Food Bank (2012 general fund)	\$25,000
Interfaith Winter Shelter (2012 general fund)	\$11,630
Martha’s House (2012 general fund)	\$14,720
Martha's House & New Hope (2012 general fund)	\$13,895
Middle Way House (2012 general fund)	\$22,500
Mother Hubbard’s Cupboard (2012 general fund)	\$24,000
New Hope Family Shelter (2012 general fund)	\$7,285
New Leaf/New Life (2012 general fund)	\$9,400
Shalom Community Center (2012 general fund)	\$15,794
South Central Housing Network (2012 general fund)	\$15,216

Volunteers In Medicine (2012 general fund)	\$7,141
Total	\$314,300

- 20) Identify actions taken to implement a continuum of care strategy for the homeless and new Federal resources obtained during the program year, including from the Homeless SuperNOFA.

**\*If not using the CPMP Tool:** Use Table 3B, 1C

**\*If using the CPMP Tool:** Use Needs/Homeless, Needs/Non-Homeless, Annual Housing Completion Goals, Summary of Specific Annual Objectives.

PY 12 CAPER Homeless Needs #20 response:

The Region 10 Housing Network meets monthly to oversee and coordinate issues for the homeless. They have named a subcommittee of members to write the Continuum of Care application. The subcommittee meets monthly as well. The Housing Network has incorporated and hopes to seek funds to create a 10-year plan to end Homelessness. Until that time, they assess and coordinate activities among themselves. The following information is summarized from the 2012 Continuum of Care application.

Shelter Plus Care	SCCMHC/Madison Project	\$71,242
Transitional Housing	Amethyst House WIT	\$88,712
Transitional Housing	SCCMHC/CBH Hoosier House	\$150,000
Transitional Housing	YSB Stepping Stones	\$80,273
Permanent Housing	Martha's House (Bridges)	\$139,313

## Specific Homeless Prevention Elements

- 21) Identify actions taken to prevent homelessness.

PY 12 CAPER Specific Homeless Prevention #21 response:

HAND provides funding for social service programs that provide homeless prevention services, such as Community Kitchen of Monroe County for prepared meals, Monroe County United Ministries and Mother Hubbard's Cupboard for food, and the Shalom Center for services such as access to Indiana Legal Services, Social Security Administration, Job Links, Planned Parenthood and Office of Family and Children.

- 22) Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).

PY 12 CAPER ESG # 22 response:

The Housing Network, of which HAND is a member, coordinates services for homeless individuals and families. This network includes agencies such as Middle Way House (domestic violence shelter), Stepping Stones (youth shelter), Bloomington Housing Authority (assisted rental units), Martha's House (individual shelter), Amethyst House (shelter for those recovering from drug and alcohol

abuse), the Genesis Shelter (low-barrier summer shelter), Positive Link (assistance for people with HIV/AIDS), as well as Indiana Legal Services and other supportive services. This Network creates the application for the Continuum of Care. In addition, the Bloomington community has started a dialog on a monthly basis to discuss homelessness.

## Emergency Shelter Grants (ESG)

### 23) Assessment of Relationship of ESG Funds to Goals and Objectives

- a) Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.

***\*If not using the CPMP Tool: Use Table 2A, 3B, 2B, 1C, 2C, 3A)***

***\*If using the CPMP Tool: Use Need/Housings, Needs/Community Development, Annual Housing Completion Goals, Summary of Specific Annual Objectives.***

PY 12 CAPER ESG Evaluate Progress # 23a response:

Not applicable.

- b) Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.

PY 12 CAPER ESG # 23b response:

Not applicable.

### 24) Matching Resources

- a) Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.

PY 12 CAPER ESG # 24 response:

Not applicable.

### 25) State Method of Distribution

- a) States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.

PY 12 CAPER ESG # 25 response:

Not applicable.

### 26) Activity and Beneficiary Data

- a) Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESG expenditures by type of activity. Also describe

any problems in collecting, reporting, and evaluating the reliability of this information.

PY 12 CAPER ESG # 26a response:

Not applicable.

- b) Homeless Discharge Coordination
  - i) As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
  - ii) Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

PY 12 CAPER ESG # 26b response:

Not applicable. Note: The Housing Network is working on the Plan to end Homeless and the discharge coordination policy is part of this plan for this Region.

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

\*Refer to the Non-homeless Special Needs Table in the Needs.xls workbook or Table 1C.

- 27) Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

PY 12 CAPER Non-homeless Special Needs #26 response:

The City of Bloomington provided CDBG grants for non-homeless special needs this fiscal year including rehabilitation funds Home Modification for Accessible Living for persons who need their homes modified in order to remain in their homes. The City also receives the Shelter + Care grant with Centerstone to provide rental assistance to homeless adult persons suffering from disabilities and their families. Positive Link continues to provide rental assistance as needed to their clients.

## COMMUNITY DEVELOPMENT

### Community Development Block Grant

- 28) Assessment of Relationship of CDBG Funds to Goals and Objectives

- a) Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.

**\*If not using the CPMP Tool:** Use Table 2A, 3B, 2B, 1C, 2C, 3A)

**\*If using the CPMP Tool:** Use Need/Housings, Needs/Community Development, Annual Housing Completion Goals, Summary of Specific Annual Objectives.

PY 12 CAPER CDBG Assessment # 28a response:

		Priority Need Level	Amount Served	Amount Expended
Public Facilities	03 Public Facilities	High	15 persons	\$3,527.50
	03C Homeless Facilities	High	50 persons	\$75,000
	03F Parks	High	1881 people	\$176,221.75
	03K Street Improvements	High	450 feet	\$53,339.86
	03L Sidewalks	High	1,250 feet	\$60,926.18
	03M Child Care Centers	High	86 persons	\$30,000
Public Services	05 Public Services (General)	High	9,187	\$52,327.64
	05D Youth Services	High	294	\$37,184.60
	05L Childcare Services	High	94	\$12,062.72
	05G Battered & Abused Spouses	High	113	\$12,670.03

HAND's primary goal is to expand personal economic development through the stabilization of an individual or family's housing cost by providing stable, affordable long-term housing. HAND's Home Buyer's Club provides education and assistance to people interested in buying a home. HAND's assistance programs make those homes affordable. This fiscal year, HAND completed the following:

		Priority Need Level	Amount Served	Dollars Expended
	13 Direct Homeownership Assistance	High	4	\$20,000
	14A Rehab; Single – Unit Resident.	High	9	\$83,306.70

In addition to the above, HAND will also help provide stable, affordable housing by assisting the Bloomington Housing Authority to modernize its units, and by providing Tenant-Based Rental Assistance to individuals and families on the Bloomington Housing Authority waiting list.

- b) Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.

**\*If not using the CPMP Tool:** Use Table 2A, 3B, 2B, 1C, 2C, 3A)

***\*If using the CPMP Tool:** Use Need/Housings, Needs/Community Development, Annual Housing Completion Goals, Summary of Specific Annual Objectives.*

PY 12 CAPER CDBG Progress Evaluation # 28b response:

Progress was made meeting goals for providing affordable housing. See 1(d) for household served.

- c) Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity?

PY 12 CAPER CDBG LMI Benefit # 28c response:

Program	% served under 50% AMI
Emergency Home Repair	100%
Home Modification for Accessible Living	60%
Owner Occupied Rehabilitation	100%
Bloomington Housing Authority TBRA	100%
Boys & Girls Club – Crestmont	95%
Community Kitchen	99%
Hoosier Hills Food Bank	97%
Monroe County United Ministries	76%
Mother Hubbard’s Cupboard	96%

29)Changes in Program Objectives

- a) Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

PY 12 CAPER CDBG #29 response:

We do not anticipate any changes at this time.

30)Assessment of Efforts in Carrying Out Planned Actions

- a) Indicate how grantee pursued all resources indicated in the Consolidated Plan.  
b) Indicate how grantee provided certifications of consistency in a fair and impartial manner.  
c) Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

PY 12 CAPER CDBG # 30 response:

- a) All resourced outlined in the Consolidated Plan have been pursued.  
b) Certificates of Consistency are signed by the Mayor or his designee after the staff has analyzed if they meet goals outlined in the Consolidated Plan 2010-2014.  
c) The grantee is not hindering Consolidated Plan implementation, but some things have been scaled back due to a reduction in funding sources and an increase in costs.

31) For Funds Not Used for National Objectives

- a) Indicate how use of CDBG funds did not meet national objectives.
- b) Indicate how use of CDBG funds did not comply with overall benefit certification.

PY 12 CAPER CDBG #31 response:

All funds were used to meeting national objectives.

32) Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

- a) Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.

PY 12 CAPER CDBG # 32a response:

No activities conducted this fiscal year resulted in anyone being displaced.

- b) Describe steps taken to identify households, businesses, farms or nonprofit organizations that occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.

PY 12 CAPER CDBG # 32b response:

Not applicable.

- c) Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

PY 12 CAPER CDBG # 32c response:

Not applicable.

33) Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons

- a) Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.

PY 12 CAPER CDBG # 33a response:

No economic development activities were undertaken using CDBG funds this fiscal year. Other resource such as general fund or Tax Increment Financing funding was utilized to meet this goal.

- b) List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.

PY 12 CAPER CDBG # 33b response:

Not applicable.



- c) If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

PY 12 CAPER CDBG # 33c response:

Not applicable.

- 34) Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit

- a) Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of who are low- and moderate-income.

PY 12 CAPER CDBG # 34a response:

Not applicable.

- 35) Program income received

- a) Detail the amount repaid on each float-funded activity.

PY 12 CAPER CDBG # 35a response:

The City of Bloomington does not do float-funded activities.

- b) Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.

PY 12 CAPER CDBG # 35b response:

See attached Exhibit A Loan Report.

- c) Detail the amount of income received from the sale of property by parcel.

PY 12 CAPER CDBG # 35c response:

There were no property sales during this program year.

- 36) Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:

- a) The activity name and number as shown in IDIS;

PY 12 CAPER CDBG # 36a response:

No adjustments were made this period.

- b) The program year(s) in which the expenditure(s) for the disallowed activity (ies) was reported;

PY 12 CAPER CDBG # 36b response:

No disallowed activities were reported.

- c) The amount returned to line-of-credit or program account; and

PY 12 CAPER CDBG # 36c response:

The City does not have a line-of-credit or program account.

- d) Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

PY 12 CAPER CDBG # 36d response:

Not applicable.

37) Loans and other receivables

- a) List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.

PY 12 CAPER CDBG #37a response:

This city does not have any float-funded activities at this time.

- b) List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.

PY 12 CAPER CDBG #37b response:

See attached loan report.

- c) List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.

PY 12 CAPER CDBG #37c response:

See attached loan report.

- d) Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

PY 12 CAPER CDBG #37d response:

There were no loans in foreclosure or that have been written off as a bad debt this fiscal year.

- e) Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

PY 12 CAPER CDBG #37e response:

The City does not currently have any property that is available for sale that was purchased with CDBG funds.

38) Lump sum agreements

- a) Provide the name of the financial institution.

PY 12 CAPER CDBG #38a response:

Not applicable.

- b) Provide the date the funds were deposited.

PY 12 CAPER CDBG #38b response:

Not applicable.

- c) Provide the date the use of funds commenced.

PY 12 CAPER CDBG #38c response:

Not applicable.

- d) Provide the percentage of funds disbursed within 180 days of deposit in the institution.

PY 12 CAPER CDBG #38d response:

Not applicable.

## NEIGHBORHOOD REVITALIZATION STRATEGY AREA (NRSA)

- 39) Jurisdictions with HUD-approved neighborhood revitalization strategy must describe progress against benchmarks for the program year.

PY 12 CAPER NRSA # 38 response:

Not applicable.

## HOME/ADDI

### HOME/ American Dream Down Payment Initiative (ADDI)

☐ **NA**

40) Assessment of Relationship of HOME Funds to Goals and Objectives

- a) Assess the use of HOME funds in relation to the priorities, needs, goals, and specific objectives in the strategic plan, particularly the highest priority activities.

**\*If not using the CPMP Tool:** Use Table 2A, 3B, 2B, 1C, 2C, 3A)

**\*If using the CPMP Tool:** Use Need/Housings, Needs/Community Development, Annual Housing Completion Goals, Summary of Specific Annual Objectives.

PY 12 CAPER HOME Assessment # 40a response:

All HOME funds are used to meet housing needs as outlined in the Consolidated Plan 2010-2014. As the economy has continued to shift, HAND has used its HOME funds to meet the ever changing needs. For this fiscal year, all HOME funds were expended on high priorities.

- b) Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.

**\*If not using the CPMP Tool:** Use Table 2A, 3B, 2B, 1C, 2C, 3A)

**\*If using the CPMP Tool:** Use Need/Housings, Needs/Community Development, Annual Housing Completion Goals, Summary of Specific Annual Objectives.

PY 12 CAPER HOME Progress Evaluation # 40b response:

The City of Bloomington HAND partnered with Habitat for Humanity of Monroe County to build 3 homes for low-income homebuyers. These projects are still on-going. HAND has also partnered with two other developers to create 18 rental units for income eligible tenants. These projects are also on-going.

- c) Indicate the extent to which HOME funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

PY 12 CAPER HOME # 40c response:

HOME			
TBRA	AMI	Household Size	Race
	0-30%	1	White
	0-30%	3	White
	0-30%	1	White
	0-30%	1	White
	0-30%	2	White
	0-30%	1	Asian
	0-30%	1	White
	0-30%	1	Black
	0-30%	1	White
	0-30%	3	White
	0-30%	2	White
	0-30%	1	Black
	0-30%	3	White
	0-30%	2	White
	0-30%	3	White
	0-30%	1	White
	0-30%	4	White
	0-30%	1	White

	0-30%	3	White
	0-30%	2	White
	0-30%	1	White
	0-30%	1	White
	0-30%	1	Black
	0-30%	3	White
	0-30%	1	Black
	0-30%	1	White
	0-30%	1	Black
	0-30%	1	White
	0-30%	1	White
	0-30%	2	White
	0-30%	1	White
	0-30%	3	White
	0-30%	1	White
	0-30%	1	White
Home Buyer Assistance	61-80%	5	White
	61-80%	3	White
	51-60%	1	White
	61-80%	1	White
	31-50%	3	White
	31-50%	3	White

41)HOME Match Report

- a) Use HOME Match Report HUD-40108-A to report on match contributions for the period covered by the Consolidated Plan program year.

PY 12 CAPER HOME Rental # 41 response:

[See attached Exhibit D HOME Match Report.](#)

42)HOME MBE and WBE Report, Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).

PY 12 CAPER HOME Rental # 42 response:

[See attached Exhibit M: HOME MBE and WBE Report-Form 2516.](#)

43)Assessments

- a) Detail results of on-site inspections of rental housing.

PY 12 CAPER HOME Rental # 43a response:

[Bloomington Municipal Code Title 16 requires that all rental properties located within the city limits be registered and comply with the standards set forth in the code. Units that are funded with HOME are cycled per HUD requirements but to the standards outlined in Bloomington Municipal Code Title 16 which are more stringent than the Housing Quality Standards outlined by HUD. See \[http://bloomington.in.gov/documents/viewDocument.php?document\\\_id=7255\]\(http://bloomington.in.gov/documents/viewDocument.php?document\_id=7255\).](#)

- b) Describe the HOME jurisdiction's affirmative marketing actions.

PY 12 CAPER HOME # 43b response:

HAND did the following marketing/outreach efforts this fiscal year:

June 2012	Credit Class @ Stepping Stones
June 2012	Community Development Presentation for Congressman Young's seminar
August 2012	Home Buyer's Club
August 2012	R101 – Renting in Bloomington class
September 2012	WFHB radio show on pre-homeownership
October 2012	Financial Stability Alliance
November 2012	HAND programs to Chase Bank
February 2013	Home Buyer's Club
April 2013	Home Buyer's Club
May 2013	E-Bus with Fifth Third

- c) Describe outreach to minority and women owned businesses.

PY 12 CAPER HOME/ADDI # 43c response:

HAND regularly talks to parties interested in providing services to the City.

## HOPWA

### Specific HOPWA Objectives

#### 44) Assessment of Relationship of HOPWA Funds to Goals and Objectives.

- a) Assess the use of HOPWA funds in relation to the priorities, needs, goals, and specific objectives in the strategic plan, particularly the highest priority activities.

**\*If not using the CPMP Tool:** Use Table 2A, 1C, 2C, 3A)

**\*If using the CPMP Tool:** Use Need/Housings, Summary of Specific Annual Objectives.

PY 12 CAPER Specific HOPWA Objectives # 44a response:

Not applicable.

- b) Evaluate progress made towards meeting the goals of providing affordable housing using HOPWA funds, including the number and types of households served.

**\*If not using the CPMP Tool:** Use Table 2A, 1C, 2C, 3A)

**\*If using the CPMP Tool:** Use Need/Housings, Summary of Specific Annual Objectives.

PY 12 CAPER Specific HOPWA Objectives # 44b response:

*To report progress under the general and HOPWA specific requirements, the grantee may integrate the HOPWA elements in their standard CAPER report or establish a HOPWA-specific narrative by completing the following information. IDIS Report PR80 has useful financial and accomplishments information for end of year reporting.*

Not applicable.

## **HOPWA EXECUTIVE SUMMARY**

- 45) Provide an executive summary (1-3 pages) and a specific objectives narrative which address the following:
- a) Grantee and Community Overview.
    - i) A brief description of the grant organization, the area of service, the name of the program contact(s), and a broad overview of the range/type of housing activities, along with information on each sponsor by name, main project site by zip code and related organization information.
  - b) Annual Performance under the Action Plan
    - i) Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
    - ii) Evaluate the progress in meeting the project's objectives for providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
    - iii) Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
    - iv) Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan. Report the number of stewardship units of housing which have been created through acquisition, rehabilitation or new construction with any HOPWA funds.
    - v) Describe any other accomplishments recognized in the community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
    - vi) Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Strategic Plan.
  - c) Barriers or Trends Overview
    - i) Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement;
    - ii) Describe any expected trends facing the community in meeting the needs of persons with HIV/AIDS, and provide any other information important in providing services to persons with HIV/AIDS.
    - iii) Note any evaluations, studies, or other assessments of the HOPWA program available to the public.
  - d) Project Accomplishment Data:
    - i) Complete and submit CAPER Performance Chart 1 Planned Goals and Chart 2 Actual Performance;
    - ii) Complete and submit CAPER Performance Chart 3 for Housing Stability Outcomes, HOPWA Outcomes on Access to Care and Support in

conjunction with HOPWA-funded Housing assistance, Monthly Household Income in conjunction with HOPWA-funded Housing Assistance, and HOPWA Outcomes on Access to Care and Support not in conjunction with HOPWA-funded Housing Assistance.

Not applicable.

## OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

PY 12 CAPER Other Narrative response: